



Resident Licensee Requirements

The Harford County Liquor Control Board Rules & Regulations require every licensed establishment to have one licensee who is on the premise thirty (30) hours a week and a Harford County resident. (Board Rules 2:05, 2:06 & 2:07)

- The Board must be **notified promptly** if the resident licensee leaves the business for any reason such as:
 - ✓ Resignation, termination, transfer
 - ✓ Demotion, suspension, death, etc.
- Also, if the resident licensee will be absent from business for an extended period of time such as medical issues, travel, vacation, or family emergencies, etc.,
 - ✓ The licensee **must** notify the Board, in writing, of who will be taking the resident licensees place in the interim.
- The replacement of the resident licensee can take from five to seven weeks due to the requirement that a new application be submitted.

*Note....*A licensed business may have more than one Harford County resident licensee.

Fraudulent New Jersey Licenses

Fraudulent New Jersey Licenses have been identified in Bel Air licensed premises.

New Jersey currently has two (2) styles of valid licenses:

1. July 2011 they introduced the federally compliant New Jersey ID, which has a gold star in the upper right corner of the license, similar to Delaware licenses.
2. The Prior license has the license class in the top right portion of the ID among several other differences

*Both style licenses can be in circulation until 2016, therefore complicating identification. The attached flyer should help you and your employees identify the fraudulent licenses.

Catered Outdoor Events

Reminder... All Outdoor Events involving alcoholic beverages require an Outside Events Permit, in addition to an Alcoholic Beverage License.

Three (3) Types of Licenses:

1. One Day Event License, issued to Non Profit Organizations
2. Harford County Licensed Alcoholic Beverage Establishments
3. Licensed establishments with off premise catering privileges.

How to apply for an Outside Events Permit:

- ✓ Complete an Outside Event Application with the Liquor Control Board.
 - Fifteen(15) days prior to event
 - \$25.00 fee for One Day license holders
 - No fee for annual license holders

Application is available *online*:

- www.harfordcountymd.gov/lcb/
- Click Download Tab
- Form # 2122

Why... This application ensures your event is in compliance with all county and state regulations, to include but not limited to:

Harford County's:

- Liquor Control Board
- Health Department
- State Fire Marshal's Office
- Department of Planning and Zoning
- Law Enforcement Agencies
- Department of Inspection, Licensing and Permits
- Local municipalities when applicable

Remember to post your new
2013-2014 license in
public view